S0465-2.19-W

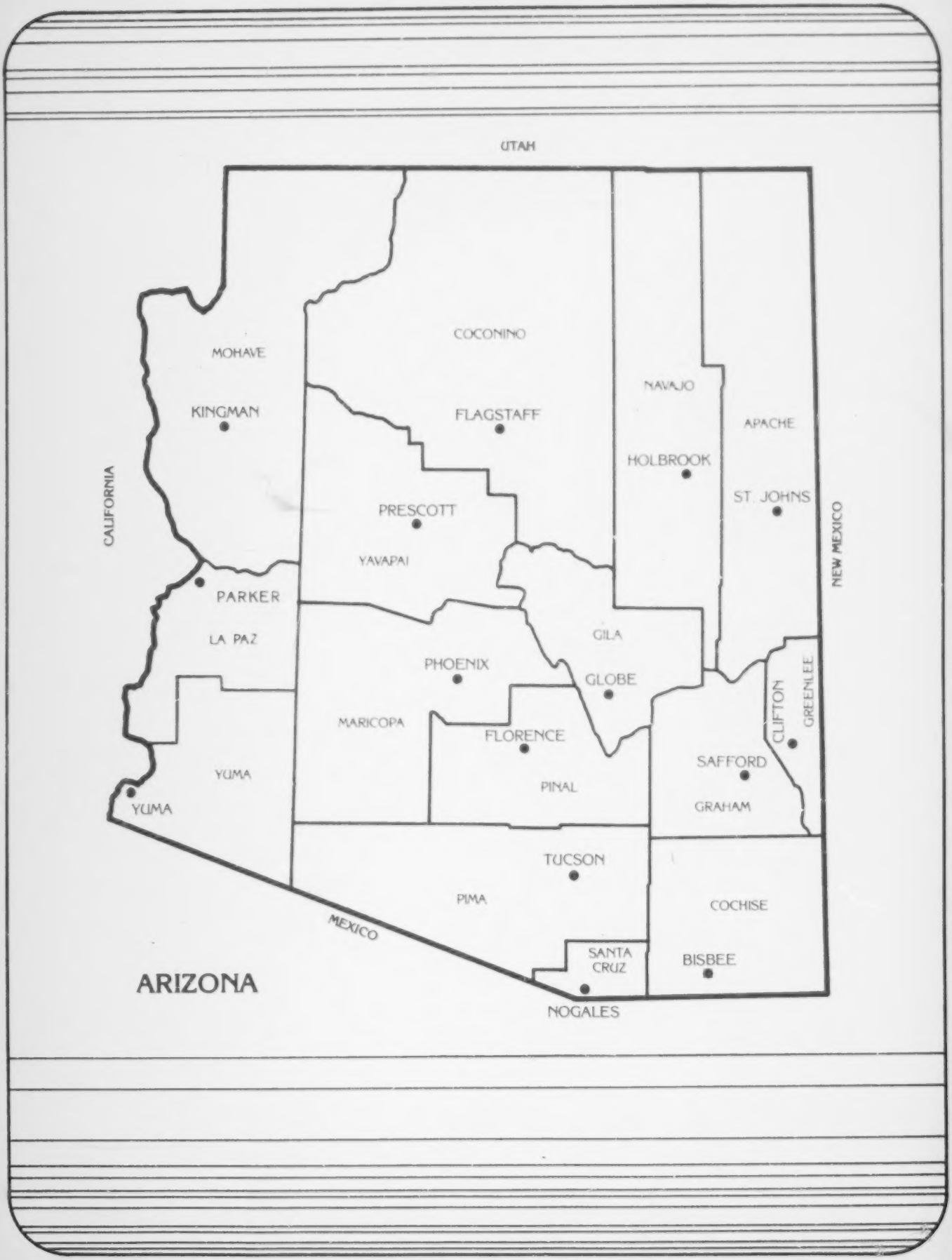
JUNE 1986

PA-390 (6-86)
(Replaces DES-5220)

Arizona Occupational Profile

A Labor Market Information Publication of the Department of Economic Security

FINANCE, INSURANCE AND REAL ESTATE


UTAH
COCONINO
MOHAVE
KINGMAN
FLAGSTAFF
NAVAJO
APACHE
HOLBROOK
ST. JOHNS
CALIFORNIA
PRESCOTT
YAVAPAI
NEW MEXICO
PARKER
LA PAZ
GILA
PHOENIX
GLOBE
CLIFTON
GREENLEE
MARICOPA
FLORENCE
SAFFORD
YUMA
PINAL
YUMA
GRAHAM
TUCSON
PIMA
COCHISE
MEXICO
SANTA CRUZ
BISBEE
NOGALES
ARIZONA

OCCUPATIONAL PROFILE

The value of current and accurate occupational employment information has long been recognized by job seekers, public and private administrators, and those involved in training, recruiting, and counseling. A major source of this information in Arizona is the Occupational Employment Statistics (OES) Program--a cooperative effort between Arizona and the U.S. Bureau of Labor Statistics.

This *Occupational Profile* is one in a series of publications produced from information developed by the Occupational Employment Statistics survey. These publications represent one of several occupational employment information delivery systems incorporating OES survey data. The survey is used to collect employment data, by county, for over 700 occupations in Arizona. From these surveys, which require the cooperation of the Arizona business community, current employment in the various occupations is determined, and from this an occupational outlook is formulated. The *Occupational Profiles* contain the survey findings and examine, individually, the industries of Arizona.

Surveyed industries include:

Mining
Construction
Manufacturing
Transportation, Communications, and Public Utilities
Trade
Finance, Insurance, and Real Estate
Services
Hospitals
Educational Services
Government

For further information, or to comment on any aspect of this program, please write to the address on the back cover.

INDUSTRY DESCRIPTION

Occupational employment estimates for those earning a wage or salary in Arizona's finance, insurance, and real estate (FIRE) industries are provided in this publication for the state and counties.

Finance establishments include banks and trust companies, credit agencies other than banks, holding and investment companies, brokers and dealers in securities and commodity contracts, and security and commodity exchanges.

Insurance includes carriers of all types of insurance, and insurance agents and brokers.

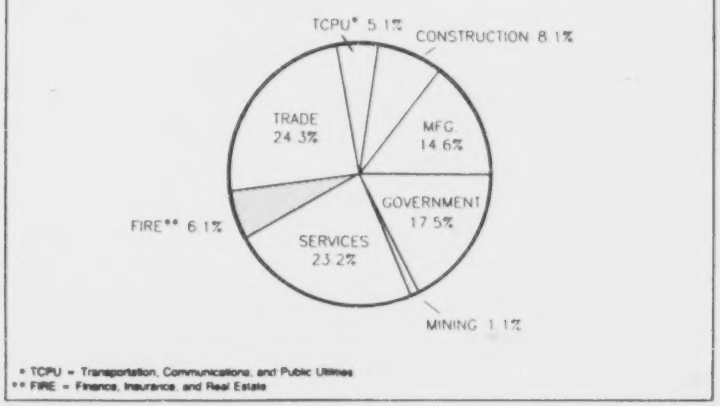
Real estate encompasses real estate operators, and owners and lessors of real property, as well as buyers, sellers, developers, agents, and brokers. Also covered are those firms regularly engaged in any combination of real estate, insurance, loans, or the practice of law.

A detailed description of the types of firms surveyed is found in the *Standard Industrial Classification Manual*[1] under codes 60 through 67.

INDUSTRY CHARACTERISTICS

Nearly 72,000 or 6 percent of Arizona's 1.2 million workers earning a wage or a salary in 1984 were employed by finance, insurance, and real estate firms. Nearly half of these workers are employed by financial institutions--most in national and state banks that are members of the Federal Reserve System. The balance of finance employment is in state chartered banks that are not members of the System, trust and holding companies, and various other banking-related businesses.

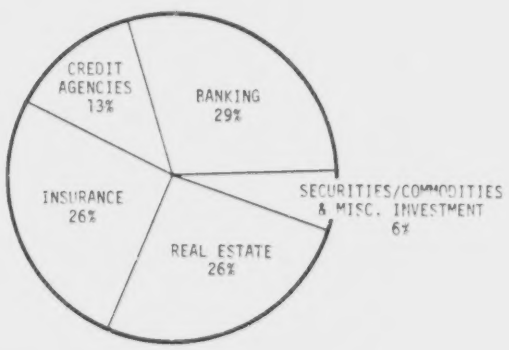
FIGURE 1: ARIZONA NONAGRICULTURAL EMPLOYMENT, 1984



[1]Office of Management and Budget, *Standard Industrial Classification Manual*, 1972 Edition, pp. 277-293.

Based on employment in 1984, the real estate and insurance industries trailed finance with employment of 21,000 and 19,000, respectively. The majority of real estate employment (85 percent) is divided between firms selling, buying, renting, managing, and appraising real estate, and those whose primary functions are operating and leasing real property (except developers). Most of the balance are employed by subdividers and developers. The reader is reminded that these data include only workers earning a wage or salary, and exclude the large number who are self-employed or commissioned salespersons.

FIGURE 2: FINANCE, INSURANCE, AND REAL ESTATE EMPLOYMENT BY ACTIVITY, 1984



In the insurance industry, one worker in three is an independent agent or broker. Another 23 percent are employed by firms that are primarily engaged in underwriting fire, marine, and casualty insurance. Employment in firms that underwrite title insurance and life insurance represent the next largest groups with 17 and 16 percent, respectively. Nearly all the remaining employees are engaged in accident and health insurance activities.

Employment in finance, insurance, and real estate is concentrated in Maricopa County. Although it has 57 percent of Arizona's population, Maricopa County accounts for 78 percent of this industry's employment. The tendency for localization of employment to the Phoenix metropolitan area is greatest in the insurance industry as evidenced by Maricopa County's 89 percent share of employment. The geographic disproportion of employment is even more pronounced when the state's two metropolitan areas are combined. Although three-fourths of Arizona's residents live in Maricopa and Pima counties, more than 92 percent of the industry's employees work in these two counties. This centralization of employment reflects, to a large degree, location of home and regional offices in metropolitan areas.

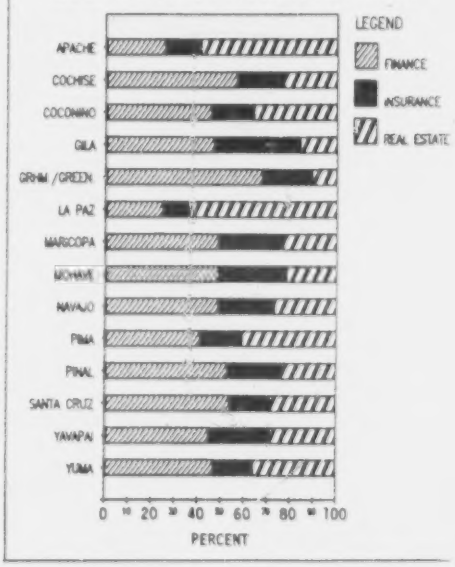
While population and economic activity are primary determinants of FIR employment, other factors have major influence. As indicated in figur 3, Pinal County ranks third in population yet represents less than one percent of the state's FIRE employment. The location of Pinal County between Arizona's two largest metropolitan areas suppresses industry employment growth as many administrative functions are more economically performed in Maricopa and Pima counties.

FIGURE 3: COUNTIES' SHARE OF STATE EMPLOYMENT IN FINANCE, INSURANCE, AND REAL ESTATE 1984

	Employment 1984	Employment Share	Populatio Share
Apache	275	.4%	1.7%
Cochise	650	.9	3.0
Coconino	700	1.0	2.7
Gila	225	.3	1.2
Graham/Greenlee	175	.2	1.2
La Paz	125	.2	.4
Maricopa	55,975	78.1	56.4
[illegible]	850	1.2	2.1
Navajo	325	.5	2.3
Pima	10,025	14.0	19.6
Pinal	625	.9	3.2
Santa Cruz	225	.3	.7
Yavapai	725	1.0	2.6
Yuma	800	1.1	2.8
TOTAL	71,675	100.0%	100.0%

National banks claim the largest share of employment in the nonmetropolitan counties, followed by employment in real estate firms. As evidenced by the following table, the real estate industry claims large shares of FIRE employment in Apache and La Paz counties, and small share in Graham and Greenlee. It should be noted, however, th FIRE employment in these counties is relatively small. The limit insurance industry employment in the state's nonmetropolitan counties for the most part, that of title insurance firms. Also evident is the large real estate share in Pima County. In fact, 43 percent of the employment in Pima County's FIRE industry is employed in the real estate sector as compared to 26 percent in Maricopa and 31 percent in the "balance of state."

FIGURE 4 PERCENT DISTRIBUTION OF FINANCE, INSURANCE, AND REAL ESTATE EMPLOYMENT IN ARIZONA'S COUNTIES, 1984

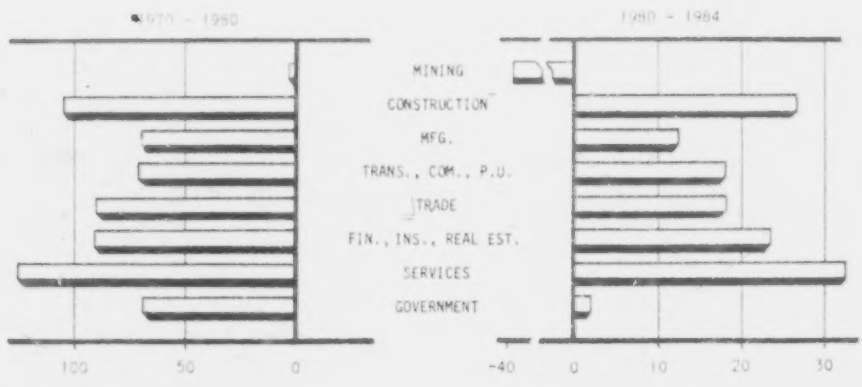


Firms in FIRE are relatively small compared to those in other industries, due primarily to the number of operators of apartments and residential mobile home sites. More than 70 percent of these businesses have fewer than five employees. A similar distribution is claimed by firms that employ insurance agents and/or brokers. In the finance sector, firms tend to be larger because of the payrolls at banks. Although most bank employees work for firms that employ more than 1,000, the greatest share of banks have from 20 to 49 employees.

INDUSTRY TRENDS

Employment in Arizona's finance, insurance, and real estate industry has been characterized by strong and consistent expansion over the past decade and a half. Since 1980, only services and the volatile construction industry have registered greater employment increases. During the four-year period ending in 1984, FIRE employment increased 13,500 or 23 percent, as compared to a 16 percent increase for all Arizona industries. Over that same period, the FIRE industry increased its share of total state employment to 6.1 percent--up from 5.7 percent.

FIGURE 5: EMPLOYMENT CHANGE (PERCENT) IN ARIZONA'S INDUSTRIES



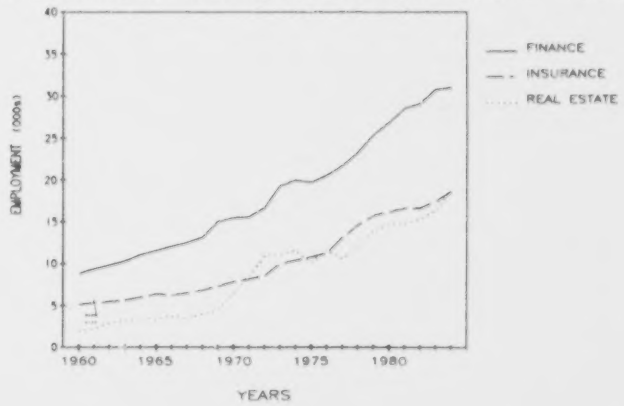
Whereas the finance and insurance industries contribute a degree of stability to the sector's employment growth, real estate employment contributed most to the magnitude of the expansion. Between 1965 and 1985, employment in real estate increased five-fold. Although many years of double-digit increases have been registered, much of this sector's growth transpired between 1969 and 1972 when the number of real estate workers nearly doubled. Expansion is not without periodic setbacks, however, as the real estate industry is particularly vulnerable to economic downturns. During the 1974-75 recession, for example, most of the employment decline in FIRE was the result of losses in the real estate industry.

Dominated by banking, Arizona's finance industry expanded its employment nearly 25 percent between 1980 and 1984--adding approximately 6,600 during the period. The greatest number of new jobs were created by commercial and stock savings banks. The strongest rates of growth, however, were claimed by security and commodity dealers and services. Although employing only 2,400 in 1984, these firms nearly doubled their employment since 1980. These establishments are engaged in the underwriting, purchase, sale, or brokerage of securities and other financial contracts on their own account or for the account of others.

Also registering strong growth in the finance industry were trust companies and firms providing miscellaneous services such as check cashing. So, too, did credit unions, although year-to-year changes were not as consistant as in the finance industry in general.

As compared to the increase of 25 percent for FIRE, employment in Arizona's insurance industry expanded 15 percent between 1980 and 1984. Although the number of agents and brokers earning a wage or salary dipped in 1981, their employment has increased consistently to total 6,300 in 1984. Registering more moderate expansion is employment in firms that underwrite insurance.

FIGURE 6: EMPLOYMENT IN FINANCE, INSURANCE, AND REAL ESTATE, 1960 - 1984



Bolstered by both strong economic growth and the demands of a population that is increasing about 3.5 percent annually, employment of those earning a wage or salary in FIRE is expected to reach 70,000 by 1988. Although this is a 20 percent increase, it represents a slight moderation from recent years. There will be no moderation, however, in the dynamic changes that the industry is undergoing. Technological developments are affecting the structure of commercial banking while deregulation and the marketplace are changing the nature of the financial services industry. For example, use of electronic funds transfer systems (EFTS) has been growing rapidly in both the wholesale and retail banking sectors. Automated teller machines numbered about 45,000 in the U.S. in 1984 and have, in recent years, suppressed the number of new bank branches. Also gaining popularity nationally and in Arizona are debit cards that, in conjunction with point-of-sale (POS) terminals, transfer funds from a buyer's account to a seller's account. Of less imminent impact is the likelihood of home banking that may, to be profitable, be packaged with such nonbank activities as brokerage, retail, entertainment, and news services.

In the wholesale banking sector, technological advances have led the way to, among other things, automated clearing houses that provide a range of services from the direct deposit of payrolls to preauthorized debits

for utility bills or insurance. Financial institutions also benefited from technology that resulted in services such as "Bank Wire" which provides the means to transfer funds, reimbursements, and messages from one member bank to another.

Deregulation has allowed nonbanking establishments such as retail stores to provide certain banking functions while at the same time allowing expanded services at banks. Legislation passed in 1982, for example, allowed savings and loan institutions to offer investment advice, sell stocks, bonds, mutual funds, and offer checking account services. Legislation has also permitted banks in 1985 to offer a wider range of products and at higher interest rates, in part, to compete with unregulated firms such as department stores that are now offering services that were once provided by banks only.

Abetting changes in Arizona's finance industry is legislation, effective after October 1, 1986, that allows banks from any other state to acquire those in Arizona. One can only speculate on the employment impact of takeovers, such as the planned acquisition of Great Western Bank by Citicorp which was announced in late 1985. It is the opinion of many in the industry that such acquisitions will boost employment levels as banks diversify their services and products. Analysts, nationwide, will be watching Arizona--one of only three states with such far-reaching revisions of interstate-banking regulations.

Other legislation being considered by Congress addresses the nonbank bank issue. Nonbank banks abstain either from accepting deposits or making commercial loans--activities that must be performed for a company to be defined as a bank for Bank Holding Company Act regulation purposes. Such firms can be owned by companies primarily involved in manufacturing, retailing, or other financial services. Bills designed to regulate nonbank banks were not passed in 1984 but were followed by new regulation efforts.

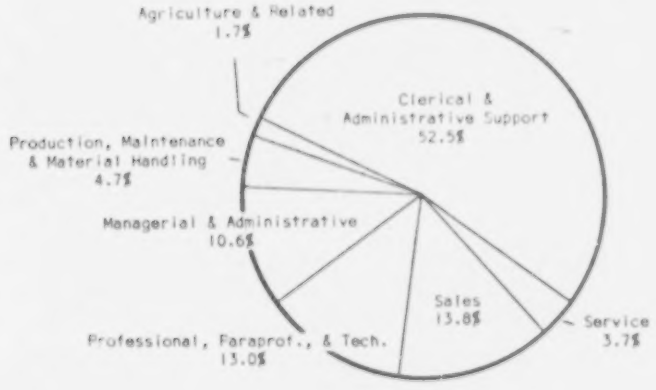
In Arizona's real estate industry, employment of those earning a wage or salary is projected to increase 20 percent between 1984 and 1988. A rapidly increasing population that is also aging will generate much of the employment growth through the demand for home purchases and rental units. Young adults with career and family responsibilities are a mobile population that traditionally makes most home purchases. Employment expansion in this industry is not without periodic interruption, however, as sales react to declining economic activities and tight credit.

Somewhat less vulnerable to the vagaries of the economy is employment in the insurance industry. Sales volume of life and health insurance will increase over the next decade as many more workers enter the 25-54 age group. Also boosting sales volume will be policies designed to provide retirement income, educational funds for children, and life and disability protection for working women. Employment of agents and brokers may not keep pace with the rising level of insurance sales, however, because more policies will be sold to groups and by mail. The trend to multiline agents, and the rise of computers to take over routine clerical tasks, will further suppress the rate of employment growth.

OCCUPATIONAL ANALYSIS

More than any other industry in Arizona, finance, insurance, and real estate is numerically dominated by clerical workers who account for one of every two employees. Banks and credit agencies, especially, employ a large number of clericals with 5,627 tellers accounting for the largest portion of their employment. Representing 74 percent of the workers in banks, credit agencies, and other financial services, clerical workers also prevail in insurance (54 percent) and real estate (26 percent).

FIGURE 7: OCCUPATIONS IN FINANCE, INSURANCE, AND REAL ESTATE - MAY 1984



Following tellers, which were reported by the finance industry only, are those clerical occupations common to all FIRE industries. Employment of secretaries (4,811), general office clerks (4,038), and bookkeeping, accounting, and auditing clerks (2,401), all contributed to the prominence of the clerical category.

Sales occupations represent the second largest category, constituting about 14 percent of the industry's employment. Most numerous in this class are insurance agents and placers (2,842), and sales agents for securities, commodities, and financial services (1,912) and for real estate (1,901).

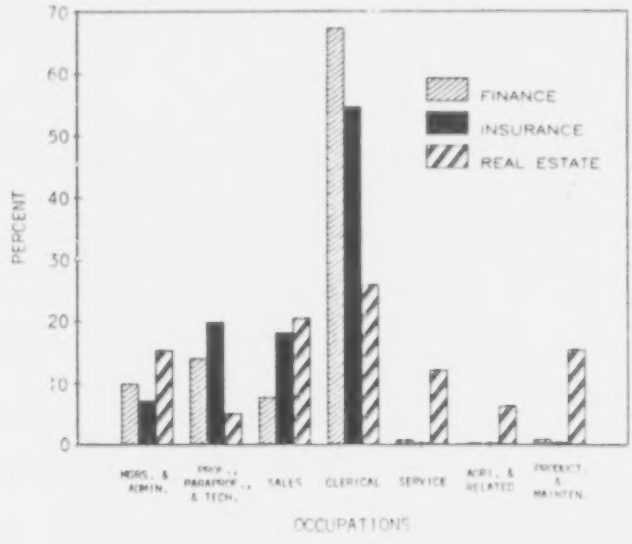
With 13 percent of the employment in FIRE, professional, paraprofessional, and technical workers rank third based on employment. Most notable in this category are loan officers and counselors (1,340), underwriters (1,032), and accountants and auditors (897). Although the finance industry employs the greatest number of professional, paraprofessional, and technical workers, it is in the insurance industry that these workers represent the largest share of employment. Boosted by employment of underwriters, one in five insurance industry employees is a professional, paraprofessional, or technical worker. In finance the ratio is one in seven; in real estate one in twenty.

A comparison of staffing patterns for metropolitan counties and their rural counterparts reveals a greater percentage of professional and technical workers in Maricopa County and sales and related workers in Pima County. A relatively large insurance industry and a preponderance of EDP systems analysts and other computer related occupations in Maricopa County contributes to the large professional workers category. The prominence of Pima County's sales workers reflects that area's greater share of workers earning a wage or salary in the real estate industry.

FIGURE 8: COMPARISON OF COUNTY STAFFING PATTERNS IN FINANCE, INSURANCE, AND REAL ESTATE, MAY 1984

Occupations	Maricopa County	Pima County	Non-metro Counties
Managerial	10.5	11.7	9.2
Prof./Paraprof., & Tech.	13.9	9.1	11.1
Sales & Related	12.9	19.2	13.1
Clerical/Admin. Support	53.3	47.2	55.2
Service	3.5	4.8	3.3
Ag., Forestry, & Related	1.8	2.6	1.5
Production & Maintenance	4.3	5.4	6.6
	100.0%	100.0%	100.0%

FIGURE 9: MAJOR OCCUPATIONAL CATEGORIES IN FINANCE, INSURANCE, AND REAL ESTATE - 1984



In Arizona, FIRE will realize employment expansion in each of the major occupational categories as the industry adds a projected 13,000 new jobs between 1984 and 1988. This increase represents a 20 percent expansion which, coincidentally, is the projected average increase for all industries in Arizona over the four-year period. In addition to the openings created by growth of the industry, another 11,000 openings will result from workers leaving their jobs and the labor force. Finally, a

larger and indeterminate number of openings will result from workers changing jobs. Job turnover, as these openings are defined, is generally the greatest source of job openings, and is particularly high in clerical occupations--occupations which predominate in FIRE. In fact, more than one-half of the 13,000 new jobs created in the industry will be in clerical and administration support occupations.

Although the widespread use of automated tellers has in recent years suppressed the number of new bank branches, those seeking positions as bank tellers will continue to benefit from the greatest number of openings in FIRE. The occupation is further benefited by less sensitivity to economic downturns--thereby providing a greater degree of employment stability. Openings for tellers are projected to average nearly 600 annually during the projection period. In addition, many more openings will transpire as tellers leave their positions to take another. As previously mentioned, the future will likely bring banking by phone, in retail stores, and other areas outside the bank--thus changing the working environment of some tellers and perhaps affecting the skills they possess.

As the second largest occupation in the industry, secretaries are in very strong demand due to employment expansion and the need to replace those who leave the occupation. Contributing to the shortage of qualified secretaries is the changing role of women in the workplace, as reflected by the number of women in positions traditionally held by men. Because of the value that employers place on skilled secretaries, temporary and part-time work schedules are expected to be common inducements to those jobseekers requiring more flexible schedules.

Although automation of some office procedures will likely affect the responsibilities of secretaries, the degree of impact is not without considerable debate. It is certain, however, that technology will not likely replace the personal qualities that secretaries bring to their jobs. Prospects are best for secretaries with strong typing, shorthand, and word processing skills combined with organizational ability and initiative. Especially valuable in the marketplace are those with strong communication skills--both written and verbal.

Performing a variety of clerical duties ranging from bookkeeping and typing to office machine operations are the 4,000 general office clerks in the FIRE industry As in most other clerical occupations, there is considerable movement into and out of the labor force and other positions. Because the employment in this occupation is large, replacement needs produce a great many openings. For similar reasons, strong demand for bookkeeping, accounting, and auditing clerks can also be expected. The projected need for these workers will not, however, mirror the rising volume of business transactions. Increasing use of more sophisticated computers and software will continue to suppress the number of workers who process data by hand.

Trailing a distant second to the projected 14,000 openings for clerical workers are the 3,300 expected in sales. The bulk of these openings will be for sellers of insurance; real estate; and securities, commodities, and financial services. Demographic changes, such as the expanding 25-54 age group, will create increasing demand for homes, insurance, and

financial services. Despite the employment growth to satisfy these demands, most job openings will result from workers leaving the occupation and/or the labor force. In this highly competitive environment, not all beginners will be able to establish a clientele or close a sufficient number of sales; however, well trained and ambitious people who enjoy selling will have the best chances for success.

In the wake of deregulation, those with expertise in sales will find a relatively small but increasing number of opportunities in banking. Don Lindner, senior vice president of Human Resources at The Arizona Bank, observes that deregulation has resulted in heightened competition in the industry. Among other things, deregulation allows banks to provide expanded services and products, while at the same time permits other organizations such as savings and loans, and department stores to assume certain banking functions. "Growing competition" says Lindner, "will require increased emphasis on marketing and sales--both in wholesale and retail banking."

In the professional ranks, underwriters and loan officers and counselors will provide the greatest number of opportunities to job seekers. Again, demographic changes will spur expansion in these fields. As the professional occupation with the greatest employment, "loan officers and counselors" numbered 1,340 in May 1984. These professionals evaluate, authorize, and/or recommend approval of loans and advise borrowers on financial status and methods of payments. Those aspiring to employment as a loan officer or counselor can expect about 100 opportunities annually as a result of industry expansion and the need to replace workers who leave the labor force.

FIGURE 10: PROFESSIONAL AND TECHNICAL OCCUPATIONS IN FIRE - MAY 1984

Occupation	Employment
Loan Officers and Counselors	1,340
Underwriters	1,032
Accountants and Auditors	897
Title Examiners and Abstractors	719
Systems Analysts, EDP	610
Computer Programmers	383
Credit Analysts	380

Appraising and selecting the risks that their companies will insure are the 1,032 underwriters in Arizona's FIRE industry. In addition to analyzing applications, medical reports, and actuarial studies to determine risk, many underwriters outline the terms of contracts to clients, and maintain frequent correspondence with policyholders, agents, and managers regarding policy changes, cancellations, or requests for information.

Managerial occupations and maintenance and production workers account for most of the balance of FIRE employment. In the managerial category, financial, property and real estate, and general managers are most numerous and it will be in these occupations that the greatest number of job openings occur.

FIGURE 11: OCCUPATIONS WITH THE GREATEST EMPLOYMENT IN FINANCE, INSURANCE, AND REAL ESTATE

	Employment 1984	Job Openings* 1984-1986
Tellers	5,627	2,354
Secretaries	4,811	1,996
General Office Clerks	4,038	1,640
Sales Agents & Placers, Insurance	2,842	865
Bookkeeping, Accounting, & Auditing Clerks	2,401	891
Loan & Credit Clerks	2,189	871
Financial Managers	2,063	597
First Line Supers.-Clerical & Admin. Support	2,014	631
Maintenance Repairers, General Utility	1,975	545
Sales Agents., Securities/Commod./Fin. Services	1,912	638
Sales Agents, Real Estate	1,901	771
Property & Real Estate Managers & Admin.	1,562	516
General Managers & Top Executives	1,547	447
Receptionists & Information Clerks	1,394	539
Data Entry Keyers, Exc. Composing	1,386	365
Loan Officers & Counselors	1,340	389
First Line Supervisors & Managers-Sales	1,253	394
Insurance Policy Processing Clerks	1,227	502
Gardeners & Groundskeepers, Exc. Farm	1,201	465
Insurance Adjusters, Examiners, & Investigators	1,169	350
Underwriters	1,032	376
New Accounts Clerks	1,017	461
Accountants & Auditors	897	280
Janitors & Cleaners, Exc. Maids & Housekeeping	803	279
Adjustment Clerks	786	312
Title Examiners & Abstractors	719	282
Bill & Account Collectors	718	226
Brokers, Real Estate	690	271
Systems Analysts, Electronic Data Processing	610	138
Insurance Claims Clerks	587	235
File Clerks	583	258
Typists	548	225
Food & Beverage Preparation & Service	525	189
Guards & Watch Guards	518	124
Statement Clerks	465	186

* Does not include turnover.

OCCUPATIONAL STRUCTURE

The following tables provide employment estimates and projected employment and job openings for the counties and the state. Graham and Greenlee counties have been combined due to their close proximity, similar economies, and size. When using the data, please note the following:

1) Employment growth in each of the nonmetropolitan counties reflects the rate calculated for the "balance of state" (Arizona less Maricopa and Pima counties). Projected employment for Yavapai County, for example, reflects levels that would be attained if the industry were to expand at the rate that is predicted for all FIRE employment in the "balance of state."

2) The data reflect full and part-time wage and salary employment only, and do not include self-employed or unpaid-family workers.

3) Total job openings represent the number of openings due to growth of the industry and separations from the labor force. They do not account for labor turnover, i.e., openings created when a worker changes jobs, leaving the job to be filled by someone else. These vacancies are generally the largest source of job openings.

4) To eliminate the possible disclosure of confidential employer information, occupations have been added to the appropriate "All Other" or residual category if: less than three firms reported a single occupation; one firm reported more than 50 percent of the occupational estimate; two firms combined reported more than 75 percent of the occupational estimate. In certain cases, releases have been obtained from large employers to waive the confidentiality criteria.

5) The projection technique does not possess the degree of accuracy that may be implied by unrounded numbers.

6) Data for occupations with employment of less than five are included in the appropriate "All Other" categories. These occupations are not listed, however, in the summary of "All Other" categories which follows each table.

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

ARIZONA

	ESTIMATED MAY 1984 EMPLOYMENT	PERCENT OF MAY 1984 EMPLOYMENT	PROJECTED MAY 1988 EMPLOYMENT	TOTAL JOB OPENINGS 1984-1988
MANAGERIAL & ADMINISTRATIVE OCCUPATIONS	7,403	10.6	8,754	2,197
Financial Managers	2,063	2.9	2,439	597
Personnel, Training, & Labor Relations Mgrs.	185	.3	215	42
Purchasing Managers	26	.0	27	1
Marketing, Advertising, & Public Rel. Mgrs.	217	.4	249	54
Administrative Services Managers	338	.5	394	86
Property & Real Estate Managers & Admin.	1,562	2.2	1,868	516
Food Service & Lodging Managers	161	.2	187	44
General Managers & Top Executives	1,547	2.2	1,827	447
All Other Managers & Administrators	1,304	1.9	1,548	410
PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL	9,115	13.0	10,720	2,627
Management Support Occupations	5,524	7.9	6,516	1,674
Underwriters	1,032	1.5	1,231	376
Credit Analysts	380	.5	437	128
Loan Officers & Counselors	1,340	1.9	1,600	389
Accountants & Auditors	897	1.3	1,058	280
Budget Analysts	33	.0	35	3
All Other Financial Specialists	370	.5	435	97
Purchasing Agents, Exc. Wholesale, Retail, & Farm	74	.1	83	14
Special Agents, Insurance	290	.4	336	74
Personnel, Training, & Labor Rel. Specialists	253	.4	298	69
Cost Estimators	15	.0	17	4
Management Analysts	54	.1	63	19
Construction & Building Inspectors	29	.0	31	5
Assessors	6	.0	6	0
Claims Examiners, Property & Casualty Insurance	322	.5	382	90
All Other Management Support Workers	429	.6	504	126
Engineers & Related Occupations	257	.4	297	51
Engineers	96	.1	113	21
Safety Engineers, Exc. Mining	22	.0	26	4
All Other Engineers	34	.0	39	7
Architects, Exc. Landscape & Marine	9	.0	10	1
Drafters	28	.0	31	3
All Other Engineering & Related Technicians	68	.1	78	15
Computer, Math, Operations, Research, & Related	1,365	1.9	1,605	294
Systems Analysts, Electronic Data Processing	610	.9	727	138
Computer Programmers	383	.5	450	80
Computer Programmer Aides	63	.1	72	11
Operations & Systems Analysts, Exc. Computer	87	.1	102	16
Actuaries	41	.1	47	11
Financial Analysts, Statistical	138	.2	159	31
All Other Mathematical Scientists	5	.0	5	0
Economists, Incl. Market Research Analysts	38	.0	43	7
Law & Related Occupations	1,119	1.6	1,310	392
Lawyers	116	.2	134	25
Law Clerks	26	.1	29	4
Paralegal Personnel	13	.0	13	0
Title Searchers	214	.3	248	73
Title Examiners & Abstractors	719	1.0	851	282
All Other Legal Assistants/Techs., Exc. Clerical	31	.0	35	8
Health Practitioners, Techs., & Related Occupations	164	.2	189	52
Registered Nurses	81	.1	94	26
Licensed Practical Nurses	32	.0	37	11
All Other Health Professionals, Paraprofessionals, & Technicians	51	.1	58	15
All Other Professional, Paraprofessional, & Technical Workers	686	1.0	803	164

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

ARIZONA (CONTD.)

	ESTIMATED MAY 1984 EMPLOYMENT	PERCENT OF MAY 1984 EMPLOYMENT	PROJECTED MAY 1988 EMPLOYMENT	TOTAL JOB OPENINGS 1984-1988
Public Rel. Specialists & Publicity Writers	115	.2	130	25
All Other Professional, Paraprofessional, & Technical Workers	571	.8	673	139
SALES & RELATED OCCUPATIONS	9,665	13.8	11,515	3,283
First Line Supervisors & Managers - Sales	1,253	1.8	1,485	394
Sales Agents & Placers, Insurance	2,842	4.1	3,387	865
Brokers, Real Estate	690	1.0	820	271
Sales Agents, Real Estate	1,901	2.7	2,272	771
Appraisers, Real Estate	284	.4	339	109
Sales Agts., Securities/Commodities/Fin. Serv.	1,912	2.7	2,294	638
Sales Agents, Selected Business Services	128	.2	150	40
All Other Sales Representatives & Salespersons, Service	283	.4	334	83
Cashiers	139	.2	162	47
All Other Sales & Related Workers	233	.3	272	65
CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS	36,822	52.5	43,700	13,936
First Line Supervisors & Manager/Supervisors	2,014	2.9	2,396	631
First Line Supers.-Clerical & Admin. Support	2,014	2.9	2,396	631
Industry-Specific Clerical & Admin. Support	15,324	21.9	18,228	6,045
Tellers	5,627	8.0	6,718	2,354
New Accounts Clerks	1,017	1.5	1,203	461
Transit Clerks	177	.3	211	66
Loan Interviewers	205	.3	241	57
Credit Authorizers	203	.3	241	80
Credit Checkers	148	.2	175	55
Loan & Credit Clerks	2,189	3.1	2,600	871
Adjustment Clerks	786	1.1	935	312
Statement Clerks	465	.7	554	186
Brokerage Clerks	174	.2	206	67
Insurance Adjusters, Examiners, & Investigators	1,169	1.7	1,396	350
Insurance Appraisers, Auto Damage	78	.1	90	23
Insurance Examining Clerks	133	.2	154	45
Insurance Claims Clerks	587	.8	699	235
Insurance Policy Processing Clerks	1,227	1.8	1,464	502
Bill & Account Collectors	718	1.0	848	226
Real Estate Clerks	421	.6	493	155
Other Secretarial Related & General Office Workers	15,103	21.7	17,909	5,952
Legal Secretaries	24	.0	26	4
Secretaries	4,811	6.9	5,727	1,996
Stenographers	69	.1	78	20
Receptionists & Information Clerks	1,394	2.0	1,648	539
Typists	548	.8	643	225
Typists, Word Processing Equipment	458	.7	537	122
Personnel Clerks, Exc. Payroll & Timekeeping	107	.2	121	34
Correspondence Clerks	215	.3	256	85
File Clerks	583	.8	689	258
Statistical Clerks	67	.1	75	18
Bookkeeping, Accounting, & Auditing Clerks	2,401	3.4	2,848	891
Payroll & Timekeeping Clerks	124	.2	136	22
Billing, Cost & Rate Clerks	264	.4	312	99
General Office Clerks	4,038	5.8	4,813	1,640
Electronic Data Processing & Other Office Machine Opers.	2,573	3.7	3,046	776
Billing, Posting, & Calculating Machine Opers.	158	.2	187	55
Duplicating Machine Operators	31	.1	35	9
Mail Machine Operators, Preparation & Handling	103	.1	120	44
Computer Operators, Exc. Peripheral Equipment	461	.7	543	123
Peripheral EDP Equipment Operators	241	.3	283	94

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

ARIZONA (CONTD.)

	ESTIMATED MAY 1984 EMPLOYMENT	PERCENT OF MAY 1984 EMPLOYMENT	PROJECTED MAY 1988 EMPLOYMENT	TOTAL JOB OPENINGS 1984-1988
Data Entry Keyers, Exc. Composing	1,386	2.0	1,650	365
All Other Office Machine Operators	193	.3	228	86
Communications, Mail, & Message Distributing Occupations	1,044	1.5	1,225	363
Switchboard Operators	449	.6	526	182
Mail Clerks, Exc. Mail Machine Operators & Postal Service	349	.5	412	115
Messengers	246	.4	287	66
Material Recording, Scheduling, & Distribution	320	.5	375	83
Stock Clerks - Stockroom, Warehouse, or Yard	124	.2	145	30
All Other Material Recording/Scheduling/Dist.	196	.3	230	53
All Other Clerical & Adminsitrative Support Workers	444	.6	521	85
SERVICE OCCUPATIONS	2,586	3.7	3,063	856
First Line Supervisors & Managers - Service	144	.2	168	50
Protective Service Occupations	539	.7	642	132
Guards & Watch Guards	518	.7	616	124
All Other Protective Service Workers	21	.0	26	8
Food & Beverage Preparation & Service Occupations	525	.7	625	189
Cleaning & Building Service Occupations, Exc. Private Householders	1,169	1.7	1,382	409
Janitors & Cleaners, Exc. Maids & Housekeeping	803	1.1	949	279
All Other Cleaning/Building Service, Exc. Private House	366	1.6	433	130
All Other Service Occupations	209	.3	246	76
AGRICULTURAL, FORESTRY, & RELATED OCCUPATIONS	1,201	1.7	1,435	465
Gardeners & Groundskeepers, Exc. Farm	1,201	1.7	1,435	465
PRODUCTION, MAINTENANCE, & MATERIAL HANDLING	3,249	4.7	3,818	849
First Line Supervisors & Managers - Prod. & Related	251	.4	291	73
First Line Managers/Supervisors - Construction Trades & Extraction Workers	65	.1	75	13
First Line Mgrs./Supers. - Transport. Operatives	48	.1	56	17
All Other First Line Managers/Supervisors - Maintenance/Production/Construction	138	.2	160	43
Inspectors & Related Occupations	23	.0	26	5
Mechanics, Installers, & Repairers	2,065	2.9	2,450	561
Maintenance Repairers, General Utility	1,975	2.8	2,347	545
All Other Mechanics, Installers, & Repairers	90	.1	103	16
Construction Trades & Extractive Occupations, Ex. Material Moving	400	.7	464	101
Carpenters	116	.2	136	32
Electricians	11	.0	11	0
Painters & Paperhangers - Construction & Maintenance	136	.2	161	40
Plumbers, Pipefitters, & Steamfitters	31	.0	36	8
All Extraction Workers, Exc. Helpers	106	.2	120	21
Precision Production Occupations	64	.1	74	14
Job Printers	7	.0	8	1
All Other Precision Printing Workers	2	.0	2	0
All Other Precision Workers	55	.1	64	13

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

ARIZONA (CONTD.)

	ESTIMATED MAY 1984 EMPLOYMENT	PERCENT OF MAY 1984 EMPLOYMENT	PROJECTED MAY 1988 EMPLOYMENT	TOTAL JOB OPENINGS 1984-1988
Machine Setters, Operatives, Tenders	65	.1	75	14
Hand Working Occupation Inc. Assemblers & Fabricators	45	.1	53	11
Plant & System Occupations	15	.0	16	1
Motor Vehicle Operators	104	.2	117	15
Truck Drivers, Light - Incl. Delivery & Route	55	.1	63	9
All Other Motor Vehicle Operators	4	.0	4	0
All Other Transportation & Moving Equip. Operators	45	.1	50	6
Helpers, Laborers, & Material Movers, Hand	217	.3	252	54
Freight, Stock, & Material Movers, Hand	23	.0	26	4
All Other Helpers & Laborers	194	.3	226	50
TOTAL ALL OCCUPATIONS	70,041	100.0	83,005	24,213

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

APACHE COUNTY

	ESTIMATED MAY 1984 EMPLOYMENT	PROJECTED MAY 1988 EMPLOYMENT	JOB OPENINGS DUE TO GROWTH 1984-1988	JOB OPENINGS DUE TO SEPARATIONS 1984-1988	TOTAL JOB OPENINGS 1984-1988
MANAGERIAL & ADMINISTRATIVE OCCUPATIONS	15	15	0	0	0
PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL	38	40	2	3	5
All Financial Specialists	15	16	1	2	3
All Other Management Support Workers	12	12	0	1	1
All Legal Assistants/Techs., Exc. Clerical	2	2	0	0	0
All Other Professional, Paraprofessional, & Technical Workers	9	10	1	0	1
SALES & RELATED OCCUPATIONS	9	9	0	0	0
CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS	108	111	3	12	15
Tellers	29	31	2	5	7
New Accounts Clerks	5	5	0	1	1
Secretaries	31	32	1	4	5
All Communication Equipment Operators	1	1	0	0	0
All Material Recording/Scheduling/Dist.	3	3	0	0	0
All Other Clerical & Administrative Support	39	39	0	2	2
SERVICE OCCUPATIONS	6	6	0	1	1
PRODUCTION, MAINTENANCE, & MATERIAL HANDLING	32	34	2	1	3
All First Line Managers/Supervisors - Maintenance/Production/Construction	1	1	0	0	0
Maintenance Repairers, General Utility	27	29	2	1	3
All Transportation & Moving Equip. Moving Operators	2	2	0	0	0
Freight, Stock, & Material Movers, Hand Operators	2	2	0	0	0
TOTAL ALL OCCUPATIONS	208	215	7	17	24

Confidential data for certain occupations have been added to "All" or "All Other" categories or collapsed into major occupational classes as follows:

PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL

All Financial Specialists
- Credit Analysts
- Accountants & Auditors

All Other Management Support Workers
- Construction & Building Inspectors

CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS

All Other Clerical & Administrative Support
- Loan & Credit Clerks
- Insurance Policy Processing Clerks
- Typists

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

COCHISE COUNTY

	ESTIMATED MAY 1984 EMPLOYMENT	PROJECTED MAY 1988 EMPLOYMENT	JOB OPENINGS DUE TO GROWTH 1984-1988	JOB OPENINGS DUE TO SEPARATIONS 1984-1988	TOTAL JOB OPENINGS 1984-1988
MANAGERIAL & ADMINISTRATIVE OCCUPATIONS	54	56	2	2	4
Financial Managers	23	24	1	1	2
General Managers & Top Executives	13	13	0	0	0
All Other Managers & Administrators	18	19	1	1	2
PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL	65	68	3	6	9
All Financial Specialists	21	22	1	2	3
All Other Management Support Workers	12	13	1	1	2
Title Examiners & Abstractors	10	11	1	2	3
All Other Legal Assistants/Techs., Exc. Clerical	5	5	0	1	1
All Health Professionals, Paraprofessionals & Technicians	2	2	0	0	0
All Other Professional, Paraprofessional, & Technical Workers	15	15	0	0	0
SALES & RELATED OCCUPATIONS	58	62	4	6	10
All Sales Representatives & Salespersons, Service	45	49	4	5	9
All Other Sales & Related Workers	13	13	0	1	1
CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS	336	363	27	55	82
Tellers	120	135	15	26	41
New Accounts Clerks	23	25	2	6	8
Loan & Credit Clerks	21	22	1	4	5
Insurance Policy Processing Clerks	8	8	0	1	1
Secretaries	35	37	2	5	7
Bookkeeping, Accounting, & Auditing Clerks	17	18	1	2	3
General Office Clerks	52	56	4	9	13
All Communication Equipment Operators	5	5	0	0	0
All Other Clerical & Administrative Support	55	57	2	2	4
SERVICE OCCUPATIONS	25	26	1	2	3
All Food Service Workers	3	3	0	0	0
Janitors & Cleaners, Exc. Maids & Housekeeping	22	23	1	2	3
AGRICULTURAL, FORESTRY, & RELATED OCCUPATIONS	2	2	0	0	0
PRODUCTION, MAINTENANCE, & MATERIAL HANDLING	69	75	6	5	11
Maintenance Repairers, General Utility	15	16	1	1	2
All Extraction Workers, Exc. Helpers	41	45	4	3	7
All Helpers & Laborers	13	14	1	1	2
TOTAL ALL OCCUPATIONS	609	652	43	76	119

Confidential data for certain occupations have been added to "All" or "All Other" categories or collapsed into major occupational classes as follows:

PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL

All Financial Specialists
Credit Analysts
Loan Officers & Counselors

All Other Management Support Workers
Special Agents, Insurance

All Other Legal Assistants/Techs., Exc. Clerical
Title Searchers

SALES & RELATED OCCUPATIONS

All Sales Representatives & Salespersons, Service
Sales Agents & Placers, Insurance
Brokers, Real Estate
Appraisers, Real Estate

All Other Sales & Related Workers
First Line Supervisors & Managers - Sales

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

COCHISE COUNTY (CONTD.)

CLERICAL & ADMINSTRATIVE SUPPORT OCCUPATIONS

All Communication Equipment Operators
Switchboard Operators

All Other Clerical & Administrative Support
First Line Supers.-Clerical & Admin. Support
Bill & Account Collectors
Real Estate Clerks

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

COCONINO COUNTY

	ESTIMATED MAY 1984 EMPLOYMENT	PROJECTED MAY 1988 EMPLOYMENT	JOB OPENINGS DUE TO GROWTH 1984-1988	JOB OPENINGS DUE TO SEPARATIONS 1984-1988	TOTAL JOB OPENINGS 1984-1988
MANAGERIAL & ADMINISTRATIVE OCCUPATIONS	83	87	4	4	8
Financial Managers	41	44	3	3	6
Property & Real Estate Managers & Admin.	11	11	0	0	0
General Managers & Top Executives	12	12	0	0	0
All Other Managers & Administrators	19	20	1	1	2
PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL	48	50	2	3	5
Loan Officers & Counselors	7	7	0	0	0
All Other Financial Specialists	18	19	1	2	3
All Other Management Support Workers	6	6	0	0	0
All Legal Assistants/Techs., Exc. Clerical	17	18	1	1	2
SALES & RELATED OCCUPATIONS	71	76	5	8	13
First Line Supervisors & Managers - Sales	7	7	0	0	0
Sales Agents & Placers, Insurance	31	34	3	3	6
Sales Agents, Real Estate	25	27	2	4	6
All Other Sales Representatives & Salespersons, Service	7	7	0	1	1
All Other Sales & Related Workers	1	1	0	0	0
CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS	394	424	30	61	91
First Line Supers.-Clerical & Admin. Support	21	23	2	2	4
Tellers	139	156	17	29	46
New Accounts Clerks	20	22	2	5	7
Loan & Credit Clerks	14	15	1	2	3
Real Estate Clerks	9	9	0	1	1
Secretaries	62	66	4	10	14
Receptionists & Information Clerks	15	15	0	1	1
Typists	11	11	0	1	1
Bookkeeping, Accounting, & Auditing Clerks	19	19	0	0	0
General Office Clerks	39	42	3	8	11
All Office Machine Operators	3	3	0	0	0
All Communication Equipment Operators	1	1	0	0	0
All Other Clerical & Administrative Support	41	42	1	2	3
SERVICE OCCUPATIONS	67	70	3	6	9
All Service Supervisors & Managers	1	1	0	0	0
All Protective Service Workers	11	12	1	0	1
All Food Service Workers	5	5	0	0	0
Janitors & Cleaners, Exc. Maids & Housekeeping	24	25	1	3	4
All Other Cleaning/Building Service, Exc. Private House	21	22	1	2	3
All Other Service Workers	5	5	0	1	1
AGRICULTURAL, FORESTRY, & RELATED OCCUPATIONS	28	30	2	4	6
Gardeners & Groundskeepers, Exc. Farm	28	30	2	4	6
PRODUCTION, MAINTENANCE, & MATERIAL HANDLING	34	36	2	2	4
Maintenance Repairers, General Utility	30	32	2	2	4
All Construction Trades Workers	4	4	0	0	0
TOTAL ALL OCCUPATIONS	725	773	48	88	136

Confidential data for certain occupations have been added to "All" or "All Other" categories or collapsed into major occupational classes as follows:

PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL

All Other Financial Specialists
Credit Analysts

All Legal Assistants/Techs., Exc. Clerical
Title Searchers
Title Examiners & Abstractors

SALES & RELATED OCCUPATIONS

All Other Sales Representatives & Salespersons, Service
Brokers, Real Estate

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

COCONINO COUNTY (CONTD.)

CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS

All Other Clerical & Administrative Support
Insurance Adjusters, Examiners, & Investigators
Insurance Policy Processing Clerks

SERVICE OCCUPATIONS

All Protective Service Workers
Guards & Watch Guards

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

GILA COUNTY

	ESTIMATED MAY 1984 EMPLOYMENT	PROJECTED MAY 1988 EMPLOYMENT	JOB OPENINGS DUE TO GROWTH 1984-1988	JOB OPENINGS DUE TO SEPARATIONS 1984-1988	TOTAL JOB OPENINGS 1984-1988
MANAGERIAL & ADMINISTRATIVE OCCUPATIONS	15	16	1	1	2
PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL	24	25	1	3	4
All Financial Specialists	8	8	0	1	1
All Other Management Support Workers	2	2	0	0	0
All Legal Assistants/Techs., Exc. Clerical	12	13	1	2	3
All Other Professional, Paraprofessional, & Technical Workers	2	2	0	0	0
SALES & RELATED OCCUPATIONS	14	15	1	1	2
CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS	124	132	8	19	27
Tellers	44	49	5	9	14
New Accounts Clerks	10	11	1	2	3
Loan & Credit Clerks	11	11	0	2	2
Secretaries	14	14	0	2	2
Bookkeeping, Accounting, & Auditing Clerks	7	7	0	0	0
General Office Clerks	11	12	1	2	3
All Communication Equipment Operators	1	1	0	0	0
All Other Clerical & Administrative Support	26	27	1	2	3
SERVICE OCCUPATIONS	3	3	0	0	0
PRODUCTION, MAINTENANCE, & MATERIAL HANDLING	6	6	0	0	0
All Mechanics, Installers, & Repairers	6	6	0	0	0
TOTAL ALL OCCUPATIONS	186	197	11	24	35

Confidential data for certain occupations have been added to "All" or "All Other" categories or collapsed into major occupational classes as follows:

MANAGERIAL & ADMINISTRATIVE OCCUPATIONS

All Managers & Administrators
Financial Managers

PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL

All Financial Specialists
Credit Analysts

All Legal Assistants/Techs., Exc. Clerical
Title Examiners & Abstractors

SALES & RELATED OCCUPATIONS

Sales Agents & Placers, Insurance

CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS

All Other Clerical & Administrative Support
First Line Supers.-Clerical & Admin. Support
Insurance Policy Processing Clerks

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

GRAHAM & GREENLEE COUNTIES

	ESTIMATED MAY 1984 EMPLOYMENT	PROJECTED MAY 1988 EMPLOYMENT	JOB OPENINGS DUE TO GROWTH 1984-1988	JOB OPENINGS DUE TO SEPARATIONS 1984-1988	TOTAL JOB OPENINGS 1984-1988
MANAGERIAL & ADMINISTRATIVE OCCUPATIONS	11	11	0	0	0
Financial Managers	10	10	0	0	0
All Other Managers & Administrators	1	1	0	0	0
PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL	17	17	0	1	1
All Financial Specialists	10	10	0	1	1
All Legal Assistants/Techs., Exc. Clerical	7	7	0	0	0
SALES & RELATED OCCUPATIONS	7	7	0	0	0
All Sales Representatives & Salespersons, Service	7	7	0	0	0
CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS	75	79	4	9	13
First Line Supers.-Clerical & Admin. Support	7	7	0	0	0
Tellers	34	37	3	7	10
New Accounts Clerks	7	7	0	1	1
Secretaries	7	7	0	0	0
General Office Clerks	9	10	1	1	2
All Office Machine Operators	1	1	0	0	0
All Other Clerical & Administrative Support	10	10	0	0	0
SERVICE OCCUPATIONS	4	4	0	0	0
TOTAL ALL OCCUPATIONS	114	118	4	10	14

Confidential data for certain occupations have been added to "All" or "All Other" categories or collapsed into major occupational classes as follows:

MANAGERIAL & ADMINISTRATIVE OCCUPATIONS

All Financial Specialists
Credit Analysts

All Legal Assistants/Techs., Exc. Clerical
Title Examiners & Abstractors

SALES & RELATED OCCUPATIONS

All Sales Representatives & Salespersons, Service
Sales Agents & Placers, Insurance

CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS

All Other Clerical & Administrative Support
Loan & Credit Clerks

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

LA PAZ COUNTY

	ESTIMATED MAY 1984 EMPLOYMENT	PROJECTED MAY 1988 EMPLOYMENT	JOB OPENINGS DUE TO GROWTH 1984-1988	JOB OPENINGS DUE TO SEPARATIONS 1984-1988	TOTAL JOB OPENINGS 1984-1988
MANAGERIAL & ADMINISTRATIVE OCCUPATIONS	5	5	0	0	0
PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL	11	11	0	0	0
All Management Support Workers	4	4	0	0	0
All Other Professional, Paraprofessional, & Technical Workers	7	7	0	0	0
SALES & RELATED OCCUPATIONS	4	4	0	0	0
CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS	30	31	1	3	4
SERVICE OCCUPATIONS	1	1	0	0	0
PRODUCTION, MAINTENANCE, & MATERIAL HANDLING	19	20	1	1	2
TOTAL ALL OCCUPATIONS	70	72	2	4	6

Confidential data for certain occupations have been added to "All" or "All Other" categories or collapsed int major occupational classes as follows:

CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS

Tellers
General Office Clerks

PRODUCTION, MAINTENANCE, & MATERIAL HANDLING

Maintenance Repairers, General Utility

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

MARICOPA COUNTY

	ESTIMATED MAY 1984 EMPLOYMENT	PROJECTED MAY 1988 EMPLOYMENT	JOB OPENINGS DUE TO GROWTH 1984-1988	JOB OPENINGS DUE TO SEPARATIONS 1984-1988	TOTAL JOB OPENINGS 1984-1988
MANAGERIAL & ADMINISTRATIVE OCCUPATIONS	5,787	6,877	1,090	709	1,799
Financial Managers	1,487	1,771	284	170	454
Personnel, Training, & Labor Relations Mgrs.	168	196	28	12	40
Purchasing Managers	23	24	1	0	1
Marketing, Advertising, & Public Rel. Mgrs.	186	216	30	21	51
Administrative Services Managers	253	297	44	26	70
Property & Real Estate Managers & Admin.	1,388	1,658	270	191	461
Food Service & Lodging Managers	111	130	19	14	33
General Managers & Top Executives	1,179	1,403	224	140	364
All Other Managers & Administrators	992	1,182	190	135	325
PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL	7,647	9,044	1,397	880	2,277
Underwriters	980	1,171	191	170	361
Credit Analysts	246	291	45	51	96
Loan Officers & Counselors	1,058	1,266	208	107	315
Accountants & Auditors	771	913	142	109	251
Budget Analysts	31	33	2	1	3
All Other Financial Specialists	315	373	58	30	88
Purchasing Agents, Exc. Wholesale, Retail, & Farm	66	74	8	5	13
Special Agents, Insurance	214	254	40	23	63
Personnel, Training, & Labor Rel. Specialists	242	285	43	24	67
Management Analysts	53	62	9	10	19
Assessors	6	6	0	0	0
Claims Examiners, Property & Casualty Insurance	253	301	48	25	73
All Other Management Support Workers	342	400	58	42	100
Safety Engineers, Exc. Mining	18	21	3	0	3
All Other Engineers	112	131	19	6	25
Drafters	17	19	2	0	2
All Other Engineering & Related Technicians	72	82	10	5	15
Systems Analysts, Electronic Data Processing	596	711	115	21	136
Computer Programmers	376	443	67	13	80
Computer Programmer Aides	55	64	9	2	11
Operations & Systems Analysts, Exc. Computer	86	101	15	1	16
Actuaries	41	47	6	5	11
Financial Analysts, Statistical	133	154	21	10	31
All Other Mathematical Scientists	5	5	0	0	0
Economists, Incl. Market Research Analysts	38	43	5	2	7
Lawyers	112	130	18	7	25
Law Clerks	24	27	3	1	4
Paralegal Personnel	12	12	0	0	0
Title Searchers	118	141	23	25	48
Title Examiners & Abstractors	516	619	103	113	216
All Other Legal Assistants/Techs., Exc. Clerical	24	27	3	3	6
Registered Nurses	80	93	13	13	26
Licensed Practical Nurses	32	37	5	6	11
All Other Health Professionals, Paraprofessionals & Technicians	46	53	7	8	15
Public Rel. Specialists & Publicity Writers	103	117	14	10	24
All Other Professional, Paraprofessional, & Technical Workers	454	538	84	32	116
SALES & RELATED OCCUPATIONS	7,109	8,474	1,365	1,059	2,424
First Line Supervisors & Managers - Sales	901	1,071	170	124	294
Sales Agents & Placers, Insurance	2,134	2,553	419	253	672
Brokers, Real Estate	438	520	82	93	175
Sales Agents, Real Estate	1,114	1,327	213	240	453
Appraisers, Real Estate	142	167	25	26	51
Sales Agts., Securities/Commodities/Fin. Serv.	1,707	2,046	339	232	571
Sales Agents, Selected Business Services	118	138	20	17	37
All Other Sales Representatives & Salespersons, Service	227	267	40	27	67
Cashiers	125	147	22	23	45
All Other Sales & Related Workers	203	238	35	24	59

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

MARICOPA COUNTY (CONTD.)

	ESTIMATED MAY 1984 EMPLOYMENT	PROJECTED MAY 1988 EMPLOYMENT	JOB OPENINGS DUE TO GROWTH 1984-1988	JOB OPENINGS DUE TO SEPARATIONS 1984-1988	TOTAL JOB OPENINGS 1984-1988
CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS	29,340	34,979	5,639	5,713	11,352
First Line Supers.-Clerical & Admin. Support	1,616	1,929	313	210	523
Tellers	3,448	4,140	692	782	1,474
New Accounts Clerks	628	750	122	175	297
Transit Clerks	175	209	34	32	66
Loan Interviewers	171	203	32	20	52
Credit Authorizers	194	231	37	41	78
Credit Checkers	119	142	23	24	47
Loan & Credit Clerks	1,724	2,062	338	375	713
Adjustment Clerks	731	872	141	154	295
Statement Clerks	438	523	85	93	178
Brokerage Clerks	166	197	31	34	65
Insurance Adjusters, Examiners, & Investigators	1,090	1,304	214	117	331
Insurance Appraisers, Auto Damage	63	74	11	11	22
Insurance Examining Clerks	127	148	21	24	45
Insurance Claims Clerks	538	643	105	117	222
Insurance Policy Processing Clerks	1,026	1,228	202	226	428
Bill & Account Collectors	619	737	118	90	208
Real Estate Clerks	225	268	43	48	91
Legal Secretaries	20	22	2	2	4
Secretaries	3,588	4,290	702	835	1,537
Stenographers	67	76	9	11	20
Receptionists & Information Clerks	1,220	1,453	233	262	495
Typists	480	569	89	121	210
Typists, Word Processing Equipment	391	461	70	40	110
Personnel Clerks, Exc. Payroll & Timekeeping	86	99	13	18	31
Correspondence Clerks	215	256	41	44	85
File Clerks	529	631	102	145	247
Statistical Clerks	66	74	8	10	18
Bookkeeping, Accounting, & Auditing Clerks	1,921	2,288	367	376	743
Payroll & Timekeeping Clerks	94	104	10	9	19
Billing, Cost & Rate Clerks	234	276	42	46	88
General Office Clerks	3,316	3,967	651	724	1,375
Billing, Posting, & Calculating Machine Opers.	128	152	24	23	47
Duplicating Machine Operators	31	35	4	5	9
Mail Machine Operators, Preparation & Handling	103	120	17	27	44
Computer Operators, Exc. Peripheral Equipment	439	519	80	41	121
Peripheral EDP Equipment Operators	236	278	42	52	94
Data Entry Keyers, Exc. Composing	1,309	1,560	251	98	349
All Other Office Machine Operators	184	218	34	50	84
Switchboard Operators	367	433	66	91	157
Mail Clerks, Exc. Mail Machine Operators & Postal Service	317	375	58	50	108
Messengers	220	259	39	25	64
Stock Clerks - Stockroom, Warehouse, or Yard	103	121	18	8	26
All Other Material Recording/Scheduling/Dist.	188	222	34	19	53
All Other Clerical & Administrative Support	390	461	71	8	79
SERVICE OCCUPATIONS	1,949	2,313	364	298	662
First Line Supers. & Mgrs./Supers. - Service	102	118	16	18	34
Guards & Watch Guards	413	491	78	22	100
Food & Beverage Service Occupations	410	487	77	72	149
Janitors & Cleaners, Exc. Maids & Housekeeping	520	619	99	92	191
All Other Cleaning/Building Service, Exc. Private House	313	373	60	57	117
All Other Service Workers	191	225	34	37	71
AGRICULTURAL, FORESTRY, & RELATED OCCUPATIONS	863	1,029	166	169	335
Gardeners & Groundskeepers, Exc. Farm	863	1,029	166	169	335
PRODUCTION, MAINTENANCE, & MATERIAL HANDLING	2,378	2,802	424	219	643
First Line Managers/Supervisors - Construction Trades & Extraction Workers	53	60	7	2	9

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

MARICOPA COUNTY (CONTD.)

	ESTIMATED MAY 1984 EMPLOYMENT	PROJECTED MAY 1988 EMPLOYMENT	JOB OPENINGS DUE TO GROWTH 1984-1988	JOB OPENINGS DUE TO SEPARATIONS 1984-1988	TOTAL JOB OPENINGS 1984-1988
First Line Mgrs./Supers. - Transport. Operatives	47	55	8	9	17
All Other First Line Managers/Supervisors - Maintenance/Production/Construction	119	138	19	19	38
Inspectors & Related Occupations	23	26	3	2	5
Maintenance Repairers, General Utility	1,397	1,667	270	129	399
All Other Mechanics, Installers, & Repairers	58	65	7	3	10
Carpenters	79	93	14	9	23
Electricians	10	10	0	0	0
Painters & Paperhangers - Construction & Maintenance	103	122	19	12	31
All Other Construction Trades Workers	31	36	5	3	8
All Extraction Workers, Exc. Helpers	43	51	8	3	11
Job Printers	7	8	1	0	1
All Other Precision Printing Workers	2	2	0	0	0
All Other Precision Workers	55	64	9	4	13
Machine Setters, Operators, & Tenders	60	70	10	4	14
Hand Working, Inc. Assemblers & Fabricators	40	47	7	3	10
All Plant & System Operators	14	15	1	0	1
Truck Drivers, Light - Incl. Delivery & Route	22	23	1	0	1
All Other Motor Vehicle Operators	4	4	0	0	0
All Other Transport. & Moving Equip. Operators	39	44	5	1	6
Freight, Stock, & Material Movers, Hand	20	23	3	1	4
All Other Helpers & Laborers	152	179	27	15	42
TOTAL ALL OCCUPATIONS	55,073	65,518	10,445	9,047	19,492

Confidential data for certain occupations have been added to "All" or "All Other" categories or collapsed into major occupational classes as follows:

MANAGERIAL & ADMINISTRATIVE OCCUPATIONS

All Other Management Support Workers
Construction & Building Inspectors

All Other Engineering & Related Technicians
Architects, Exc. Landscape & Marine

PRODUCTION, MAINTENANCE, & MATERIAL HANDLING

All Other Construction Trades Workers
Plumbers, Pipefitters, & Steamfitters

All Plant & System Operators
Stationary Engineers

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

MOHAVE COUNTY

	ESTIMATED MAY 1984 EMPLOYMENT	PROJECTED MAY 1988 EMPLOYMENT	JOB OPENINGS DUE TO GROWTH 1984-1988	JOB OPENINGS DUE TO SEPARATIONS 1984-1988	TOTAL JOB OPENINGS 1984-1988
MANAGERIAL & ADMINISTRATIVE OCCUPATIONS	65	67	2	2	4
Financial Managers	33	35	2	2	4
General Managers & Top Executives	10	10	0	0	0
All Other Managers & Administrators	22	22	0	0	0
PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL	131	139	8	14	22
Accountants & Auditors	12	12	0	0	0
All Other Financial Specialists	41	44	3	5	8
Special Agents, Insurance	27	29	2	2	4
All Other Management Support Workers	14	15	1	1	2
Title Searchers	16	17	1	2	3
Title Examiners & Abstractors	21	22	1	4	5
SALES & RELATED OCCUPATIONS	192	208	16	29	45
First Line Supervisors & Managers - Sales	27	28	1	2	3
Sales Agents & Placers, Insurance	38	40	2	2	4
Brokers, Real Estate	13	14	1	2	3
Sales Agents, Real Estate	113	125	12	23	35
All Other Sales Representatives & Salespersons, Service	1	1	0	0	0
CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS	422	456	34	71	105
First Line Supers.-Clerical & Admin. Support	19	21	2	2	4
Tellers	167	188	21	37	58
New Accounts Clerks	24	26	2	6	8
Loan & Credit Clerks	18	19	1	3	4
Insurance Policy Processing Clerks	12	13	1	2	3
Secretaries	60	64	4	10	14
Receptionists & Information Clerks	17	17	0	2	2
Bookkeeping, Accounting, & Auditing Clerks	31	32	1	3	4
General Office Clerks	15	16	1	2	3
All Office Machine Operators	10	10	0	0	0
All Communication Equipment Operators	1	1	0	0	0
All Other Clerical & Administrative Support	48	49	1	4	5
SERVICE OCCUPATIONS	2	2	0	0	0
PRODUCTION, MAINTENANCE, & MATERIAL HANDLING	17	18	1	1	2
Maintenance Repairers, General Utility	17	18	1	1	2
TOTAL ALL OCCUPATIONS	829	890	61	117	178

Confidential data for certain occupations have been added to "All" or "All Other" categories or collapsed into major occupational classes as follows:

MANAGERIAL & ADMINISTRATIVE OCCUPATIONS

All Other Managers & Administrators
Administrative Services Managers

PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL

All Other Financial Specialists
Underwriters
Credit Analysts
Loan Officers & Counselors

CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS

All Other Clerical & Administrative Support
Adjustment Clerks
Statement Clerks
Insurance Claims Clerks
Real Estate Clerks

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

NAVAJO COUNTY

	ESTIMATED MAY 1984 EMPLOYMENT	PROJECTED MAY 1988 EMPLOYMENT	JOB OPENINGS DUE TO GROWTH 1984-1988	JOB OPENINGS DUE TO SEPARATIONS 1984-1988	TOTAL JOB OPENINGS 1984-1988
MANAGERIAL & ADMINISTRATIVE OCCUPATIONS	30	30	0	0	0
Financial Managers	13	13	0	0	0
General Managers & Top Executives	10	10	0	0	0
All Other Managers & Administrators	7	7	0	0	0
PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL	41	42	1	3	4
All Financial Specialists	15	16	1	2	3
All Other Management Support Workers	10	10	0	0	0
All Legal Assistants/Techs., Exc. Clerical	10	10	0	1	1
All Other Professional, Paraprofessional, & Technical Workers	6	6	0	0	0
SALES & RELATED OCCUPATIONS	24	25	1	2	3
All Sales Representatives & Salespersons, Service	21	22	1	2	3
All Other Sales & Related Workers	3	3	0	0	0
CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS	185	198	13	26	39
First Line Supers.-Clerical & Admin. Support	12	13	1	1	2
Tellers	63	70	7	13	20
New Accounts Clerks	13	14	1	3	4
Loan & Credit Clerks	16	16	0	2	2
Secretaries	32	34	2	4	6
Bookkeeping, Accounting, & Auditing Clerks	13	13	0	0	0
General Office Clerks	21	23	2	3	5
All Office Machine Operators	2	2	0	0	0
All Other Clerical & Administrative Support	13	13	0	0	0
SERVICE OCCUPATIONS	15	16	1	2	3
PRODUCTION, MAINTENANCE, & MATERIAL HANDLING	25	27	2	1	3
All First Line Managers/Supervisors - Maintenance/Production/Construction	1	1	0	0	0
Maintenance Repairers, General Utility	24	26	2	1	3
TOTAL ALL OCCUPATIONS	320	338	18	34	52

Confidential data for certain occupations have been added to "All" or "All Other" categories or collapsed into major occupational classes as follows:

PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL

All Financial Specialists
Credit Analysts

All Legal Assistants/Techs., Exc. Clerical
Title Examiners & Abstractors

SALES & RELATED OCCUPATIONS

All Other Sales Representatives & Salespersons, Service
Sales Agents & Placers, Insurance
Sales Agents, Real Estate

SERVICE OCCUPATIONS

Janitors & Cleaners, Exc. Maids & Housekeeping

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

PIMA COUNTY

	ESTIMATED MAY 1984 EMPLOYMENT	PROJECTED MAY 1988 EMPLOYMENT	JOB OPENINGS DUE TO GROWTH 1984-1988	JOB OPENINGS DUE TO SEPARATIONS 1984-1988	TOTAL JOB OPENINGS 1984-1988
MANAGERIAL & ADMINISTRATIVE OCCUPATIONS	1,135	1,379	244	120	364
Financial Managers	349	427	78	37	115
Personnel, Training, & Labor Relations Mgrs.	15	17	2	0	2
Marketing, Advertising, & Public Rel. Mgrs.	30	32	2	1	3
Administrative Services Managers	66	78	12	4	16
Property & Real Estate Managers & Admin.	150	186	36	19	55
Food Service & Lodging Managers	33	40	7	4	11
General Managers & Top Executives	258	313	55	26	81
All Other Managers & Administrators	234	286	52	29	81
PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL	883	1,061	178	89	267
Underwriters	29	36	7	5	12
Credit Analysts	26	30	4	4	8
Loan Officers & Counselors	212	262	50	20	70
Accountants & Auditors	90	108	18	9	27
All Other Financial Specialists	48	55	7	2	9
Purchasing Agents, Exc. Wholesale, Retail, & Farm	8	9	1	0	1
Special Agents, Insurance	12	14	2	1	3
Personnel, Training, & Labor Rel. Specialists	11	13	2	0	2
Claims Examiners, Property & Casualty Insurance	58	70	12	5	17
All Other Management Support Workers	97	117	20	12	32
All Engineers	22	26	4	0	4
All Engineering & Related Technicians	13	15	2	0	2
Systems Analysts, Electronic Data Processing	13	15	2	0	2
Computer Programmers	7	7	0	0	0
Computer Programmer Aides	8	8	0	0	0
All Mathematical Scientists	6	6	0	0	0
Title Searchers	31	38	7	6	13
Title Examiners & Abstractors	89	110	21	19	40
All Other Legal Assistants/Techs., Exc. Clerical	7	8	1	1	2
All Health Professionals, Paraprofessionals & Technicians	4	4	0	0	0
Public Rel. Specialists & Publicity Writers	9	10	1	0	1
All Other Professional, Paraprofessional, & Technical Workers	83	100	17	5	22
SALES & RELATED OCCUPATIONS	1,865	2,304	439	301	740
First Line Supervisors & Managers - Sales	253	312	59	33	92
Sales Agents & Placers, Insurance	458	568	110	52	162
Brokers, Real Estate	193	238	45	40	85
Sales Agents, Real Estate	551	687	136	119	255
Appraisers, Real Estate	115	143	28	24	52
Sales Agts., Securities/Commodities/Fin. Serv.	193	236	43	24	67
All Other Sales Representatives & Salespersons, Service	63	76	13	6	19
Cashiers	11	12	1	1	2
All Other Sales & Related Workers	28	32	4	2	6
CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS	4,579	5,602	1,023	894	1,917
First Line Supers.-Clerical & Admin. Support	268	327	59	29	88
Tellers	1,151	1,429	278	263	541
New Accounts Clerks	212	262	50	59	109
Loan Interviewers	20	24	4	1	5
Credit Checkers	26	30	4	4	8
Loan & Credit Clerks	278	342	64	58	122
Adjustment Clerks	32	38	6	6	12
Statement Clerks	20	24	4	3	7
Insurance Adjusters, Examiners, & Investigators	52	64	12	5	17
Insurance Appraisers, Auto Damage	8	9	1	0	1
Insurance Examining Clerks	5	5	0	0	0
Insurance Claims Clerks	31	38	7	6	13
Insurance Policy Processing Clerks	129	160	31	28	59
Bill & Account Collectors	59	71	12	6	18
Real Estate Clerks	98	122	24	21	45

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

PIMA COUNTY (CONTD.)

	ESTIMATED MAY 1984 EMPLOYMENT	PROJECTED MAY 1988 EMPLOYMENT	JOB OPENINGS DUE TO GROWTH 1984-1988	JOB OPENINGS DUE TO SEPARATIONS 1984-1988	TOTAL JOB OPENINGS 1984-1988
Secretaries	808	998	190	182	372
Receptionists & Information Clerks	107	128	21	19	40
Typists	39	45	6	7	13
Typists, Word Processing Equipment	52	61	9	3	12
Personnel Clerks, Exc. Payroll & Timekeeping	13	14	1	2	3
File Clerks	29	33	4	5	9
Bookkeeping, Accounting, & Auditing Clerks	342	420	78	62	140
Payroll & Timekeeping Clerks	22	24	2	1	3
Billing, Cost & Rate Clerks	29	35	6	5	11
General Office Clerks	431	531	100	93	193
Billing, Posting, & Calculating Machine Opers.	23	28	5	3	8
Computer Operators, Exc. Peripheral Equipment	18	20	2	0	2
Data Entry Keyers, Exc. Composing	69	82	13	3	16
All Other Office Machine Operators	8	9	1	1	2
Switchboard Operators	70	81	11	14	25
Mail Clerks, Exc. Mail Machine Operators & Postal Service	30	35	5	2	7
Messengers	19	21	2	0	2
Stock Clerks - Stockroom, Warehouse, or Yard	20	23	3	1	4
All Other Material Recording/Scheduling/Dist.	6	6	0	0	0
All Other Clerical & Administrative Support	55	63	8	2	10
SERVICE OCCUPATIONS	463	569	106	68	174
First Line Supers. & Mgrs./Supers. - Service	36	44	8	7	15
Guards & Watch Guards	76	94	18	4	22
All Other Protective Service Workers	21	26	5	3	8
Food & Beverage Service Occupations	91	113	22	15	37
Janitors & Cleaners, Exc. Maids & Housekeeping	195	239	44	34	78
All Other Cleaning/Building Service, Exc. Private House	32	38	6	4	10
All Other Service Workers	12	15	3	1	4
AGRICULTURAL, FORESTRY, & RELATED OCCUPATIONS	257	319	62	51	113
Gardeners & Groundskeepers, Exc. Farm	257	319	62	51	113
PRODUCTION, MAINTENANCE, & MATERIAL HANDLING	529	650	121	43	164
All First Line Managers/Supervisors - Maintenance/Production/Construction	30	36	6	3	9
Maintenance Repairers, General Utility	354	440	86	32	118
All Other Mechanics, Installers, & Repairers	28	34	6	0	6
Carpenters	30	36	6	3	9
Painters & Paperhangers - Construction & Maintenance	28	34	6	3	9
All Other Construction Trades Workers	1	1	0	0	0
All Metal & Plastic Machine Operators	1	1	0	0	0
All Hand Workers	5	6	1	0	1
All Plant & System Operators	1	1	0	0	0
Truck Drivers, Light - Incl. Delivery & Route	31	38	7	1	8
All Other Transport. & Moving Equip. Opers.	4	4	0	0	0
All Other Helpers & Laborers	16	19	3	1	4
TOTAL ALL OCCUPATIONS	9,711	11,884	2,173	1,566	3,739

Confidential data for certain occupations have been added to "All" or "All Other" categories or collapsed into major occupational classes as follows:

PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL

All Other Management Support Workers
Cost Estimators

All Engineering & Related Technicians
Drafters

PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL (CONTD.)

All Mathematical Scientists
Financial Analysts, Statistical

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

PIMA COUNTY (CONTD.)

SALES & RELATED OCCUPATIONS

All Other Sales Representatives &
Salespersons, Service
Sales Agents, Selected Business Services

CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS

All Other Clerical & Administrative Support
Credit Authorizers
Brokerage Clerks

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

PINAL COUNTY

	ESTIMATED MAY 1984 EMPLOYMENT	PROJECTED MAY 1988 EMPLOYMENT	JOB OPENINGS DUE TO GROWTH 1984-1988	JOB OPENINGS DUE TO SEPARATIONS 1984-1988	TOTAL JOB OPENINGS 1984-1988
MANAGERIAL & ADMINISTRATIVE OCCUPATIONS	62	64	2	2	4
Financial Managers	31	33	2	2	4
General Managers & Top Executives	10	10	0	0	0
All Other Managers & Administrators	21	21	0	0	0
PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL	37	38	1	3	4
All Financial Specialists	17	17	0	1	1
All Other Management Support Workers	3	3	0	0	0
All Engineering & Related Technicians	2	2	0	0	0
All Legal Assistants/Techs., Exc. Clerical	15	16	1	2	3
SALES & RELATED OCCUPATIONS	87	94	7	9	16
First Line Supervisors & Managers - Sales	15	16	1	1	2
Sales Agents & Placers, Insurance	33	36	3	3	6
Sales Agents, Real Estate	21	23	2	2	4
All Other Sales Representatives & Salespersons, Service	18	19	1	3	4
CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS	330	357	27	56	83
First Line Supers.-Clerical & Admin. Support	14	15	1	1	2
Tellers	106	119	13	23	36
New Accounts Clerks	21	23	2	5	7
Loan & Credit Clerks	24	25	1	4	5
Secretaries	35	37	2	5	7
Receptionists & Information Clerks	14	14	0	1	1
Bookkeeping, Accounting, & Auditing Clerks	15	15	0	1	1
General Office Clerks	53	58	5	10	15
All Office Machine Operators	1	1	0	0	0
All Other Clerical & Administrative Support	47	50	3	6	9
SERVICE OCCUPATIONS	16	17	1	0	1
Janitors & Cleaners, Exc. Maids & Housekeeping	5	5	0	0	0
All Other Service Workers	11	12	1	0	1
AGRICULTURAL, FORESTRY, & RELATED OCCUPATIONS	2	2	0	0	0
PRODUCTION, MAINTENANCE, & MATERIAL HANDLING	46	50	4	2	6
Maintenance Repairers, General Utility	22	24	2	1	3
All Other Extraction Workers, Exc. Helpers	24	26	2	1	3
TOTAL ALL OCCUPATIONS	580	622	42	72	114

Confidential data for certain occupations have been added to "All" or "All Other" categories or collapsed into major occupational classes as follows:

MANAGERIAL & ADMINISTRATIVE OCCUPATIONS

All Other Managers & Administrators
- Administrative Services Managers
- Property & Real Estate Managers & Admin.

PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL

All Financial Specialists
- Credit Analysts
- Loan Officers & Counselors

All Legal Assistants/Techs., Exc. Clerical
- Title Searchers

SALES & RELATED OCCUPATIONS

All Other Sales Representatives & Salespersons, Service
- Brokers, Real Estate

CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS

All Other Clerical & Administrative Support
- Adjustment Clerks
- Insurance Policy Processing Clerks
- Bill & Account Collectors
- Real Estate Clerks
- File Clerks

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

SANTA CRUZ COUNTY

	ESTIMATED MAY 1984 EMPLOYMENT	PROJECTED MAY 1988 EMPLOYMENT	JOB OPENINGS DUE TO GROWTH 1984-1988	JOB OPENINGS DUE TO SEPARATIONS 1984-1988	TOTAL JOB OPENINGS 1984-1988
MANAGERIAL & ADMINISTRATIVE OCCUPATIONS	14	15	1	1	2
PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL	16	17	1	1	2
All Financial Specialists	16	17	1	1	2
SALES & RELATED OCCUPATIONS	37	38	1	2	3
First Line Supervisors & Managers - Sales	5	5	0	0	0
Brokers, Real Estate	5	5	0	0	0
Sales Agents, Real Estate	6	6	0	0	0
All Other Sales Representatives & Salespersons, Service	21	22	1	2	3
CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS	122	132	10	19	29
Tellers	47	53	6	10	16
Secretaries	24	25	1	4	5
General Office Clerks	21	23	2	3	5
All Other Clerical & Administrative Support	30	31	1	2	3
SERVICE OCCUPATIONS	9	9	0	0	0
All Protective Service Workers	4	4	0	0	0
All Food Service Workers	1	1	0	0	0
All Cleaning/Building Service, Exc. Private House	4	4	0	0	0
AGRICULTURAL, FORESTRY, & RELATED OCCUPATIONS	4	4	0	0	0
PRODUCTION, MAINTENANCE, & MATERIAL HANDLING	13	13	0	0	0
All Mechanics, Installers, & Repairers	6	6	0	0	0
All Metal & Plastic Mach. Set-Up Opers.	3	3	0	0	0
All Motor Vehicle Operators	1	1	0	0	0
All Helpers & Laborers	3	3	0	0	0
TOTAL ALL OCCUPATIONS	215	228	13	23	36

Confidential data for certain occupations have been added to "All" or "All Other" categories or collapsed into major occupational classes as follows:

MANAGERIAL & ADMINISTRATIVE OCCUPATIONS

Financial Managers

PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL

All Financial Specialists
Credit Analysts
Loan Officers & Counselors

SALES & RELATED OCCUPATIONS

All Other Sales Representatives & Salespersons, Service
Sales Agents & Placers, Insurance

CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS

All Other Clerical & Administrative Support
New Accounts Clerks
Loan & Credit Clerks

PRODUCTION, MAINTENANCE, & MATERIAL HANDLING

All Mechanics, Installers, & Repairers
Maintenance Repairers, General Utility

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

YAVAPAI COUNTY

	ESTIMATED MAY 1984 EMPLOYMENT	PROJECTED MAY 1988 EMPLOYMENT	JOB OPENINGS DUE TO GROWTH 1984-1988	JOB OPENINGS DUE TO SEPARATIONS 1984-1988	TOTAL JOB OPENINGS 1984-1988
MANAGERIAL & ADMINISTRATIVE OCCUPATIONS	77	80	3	3	6
Financial Managers	25	27	2	2	4
General Managers & Top Executives	34	35	1	1	2
All Other Managers & Administrators	18	18	0	0	0
PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL	96	103	7	10	17
Loan Officers & Counselors	16	17	1	1	2
Accountants & Auditors	5	5	0	0	0
All Other Financial Specialists	15	16	1	1	2
All Other Management Support Workers	7	7	0	0	0
Title Searchers	22	24	2	3	5
Title Examiners & Abstractors	28	31	3	5	8
All Other Professional, Paraprofessional, & Technical Workers	3	3	0	0	0
SALES & RELATED OCCUPATIONS	130	139	9	14	23
First Line Supervisors & Managers - Sales	11	11	0	0	0
Sales Agents & Placers, Insurance	56	60	4	4	8
Sales Agents, Real Estate	53	58	5	9	14
All Other Sales Representatives & Salespersons, Service	10	10	0	1	1
CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS	376	403	27	55	82
First Line Supers.-Clerical & Admin. Support	11	12	1	1	2
Tellers	120	134	14	25	39
New Accounts Clerks	25	27	2	6	8
Loan & Credit Clerks	20	21	1	2	3
Secretaries	73	78	5	13	18
Receptionists & Information Clerks	7	7	0	0	0
Typists, Word Processing Equipment	10	10	0	0	0
Bookkeeping, Accounting, & Auditing Clerks	12	12	0	0	0
General Office Clerks	36	39	3	5	8
All Communication Equipment Operators	2	2	0	0	0
All Other Clerical & Administrative Support	60	61	1	3	4
SERVICE OCCUPATIONS	25	26	1	2	3
All Protective Service Workers	4	4	0	0	0
All Food Service Workers	15	16	1	2	3
Janitors & Cleaners, Exc. Maids & Housekeeping	6	6	0	0	0
AGRICULTURAL, FORESTRY, & RELATED OCCUPATIONS	10	11	1	1	2
PRODUCTION, MAINTENANCE, & MATERIAL HANDLING	8	8	0	0	0
All Mechanics, Installers, & Repairers	3	3	0	0	0
All Construction Trades Workers	5	5	0	0	0
TOTAL ALL OCCUPATIONS	722	770	48	85	133

Confidential data for certain occupations have been added to "All" or "All Other" categories or collapsed into major occupational classes as follows:

MANAGERIAL & ADMINISTRATIVE OCCUPATIONS

All Other Managers & Administrators
Food Service & Lodging Managers

PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL

All Other Financial Specialists
Credit Analysts

SALES & RELATED OCCUPATIONS

All Other Sales Represenatives & Salespersons, Service
Brokers, Real Estate
Sales Agts., Securities/Commodities/Fin. Serv.

CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS

All Other Clerical & Administrative Support
Loan Interviewers
Insurance Adjusters, Examiners, & Investigators
Real Estate Clerks

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

YAVAPAI COUNTY (CONTD.)

AGRICULTURAL, FORESTRY, & RELATED OCCUPATIONS

Gardeners & Groundskeepers, Exc. Farm

PRODUCTION, MAINTENANCE, & MATERIAL HANDLING

All Construction Trades Workers
Carpenters

ESTIMATED EMPLOYMENT AND JOB OPENINGS

FINANCE, INSURANCE, AND REAL ESTATE

YUMA COUNTY

	ESTIMATED MAY 1984 EMPLOYMENT	PROJECTED MAY 1988 EMPLOYMENT	JOB OPENINGS DUE TO GROWTH 1984-1988	JOB OPENINGS DUE TO SEPARATIONS 1984-1988	TOTAL JOB OPENINGS 1984-1988
MANAGERIAL & ADMINISTRATIVE OCCUPATIONS	50	52	2	2	4
General Managers & Top Executives	14	14	0	0	0
All Other Managers & Administrators	36	38	2	2	4
PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL	61	65	4	6	10
Loan Officers & Counselors	16	17	1	1	2
All Other Financial Specialists	11	12	1	1	2
All Other Management Support Workers	16	17	1	1	2
All Engineering & Related Technicians	1	1	0	0	0
Title Searchers	10	11	1	2	3
All Other Legal Assistants/Techs., Exc. Clerical	7	7	0	1	1
SALES & RELATED OCCUPATIONS	58	60	2	2	4
First Line Supervisors & Managers - Sales	19	20	1	1	2
Sales Agents & Placers, Insurance	23	24	1	0	1
All Other Sales Representatives & Salespersons, Service	16	16	0	1	1
CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS	401	433	32	65	97
Tellers	144	161	17	31	48
New Accounts Clerks	20	22	2	5	7
Loan & Credit Clerks	42	45	3	7	10
Bill & Account Collectors	10	10	0	0	0
Real Estate Clerks	41	44	3	7	10
Secretaries	43	46	3	6	9
Receptionists & Information Clerks	5	5	0	0	0
Bookkeeping, Accounting, & Auditing Clerks	17	17	0	0	0
General Office Clerks	25	27	2	5	7
All Office Machine Operators	8	8	0	0	0
All Communication Equipment Operators	1	1	0	0	0
All Other Clerical & Administrative Support	45	47	2	4	6
SERVICE OCCUPATIONS	1	1	0	0	0
AGRICULTURAL, FORESTRY, & RELATED OCCUPATIONS	35	38	3	6	9
PRODUCTION, MAINTENANCE, & MATERIAL HANDLING	73	79	6	5	11
Maintenance Repairers, General Utility	59	64	5	4	9
All Construction Trades Workers	1	1	0	0	0
Machine Setters, Operators, and Tenders	1	1	0	0	0
All Motor Vehicle Operators	1	1	0	0	0
All Helpers & Laborers	11	12	1	1	2
TOTAL ALL OCCUPATIONS	679	728	49	86	135

Confidential data for certain occupations have been added to "All" or "All Other" categories or collapsed into major occupational classes as follows:

MANAGERIAL & ADMINISTRATIVE OCCUPATIONS

All Other Managers & Administrators
Financial Managers

PROFESSIONAL, PARAPROFESSIONAL, & TECHNICAL

All Other Financial Specialists
Credit Analysts

All Other Management Support Workers
Special Agents, Insurance

All Other Legal Assistants/Techs., Exc. Clerical
Title Examiners & Abstractors

SALES & RELATED OCCUPATIONS

All Other Sales Representatives & Salespersons, Service
Sales Agents, Real Estate

CLERICAL & ADMINISTRATIVE SUPPORT OCCUPATIONS

All Office Machine Operators
Billing, Posting, & Calculating Machine Opers.

All Other Clerical & Administrative Support
First Line Supers.-Clerical & Admin. Support
Insurance Policy Processing Clerks

AGRICULTURAL, FORESTRY, & RELATED OCCUPATIONS

Gardeners & Groundskeepers, Exc. Farm

METHODOLOGY

Sample Selection and Response Rates

Occupational estimates for the finance, insurance, and real estate industry were developed from a survey of employers throughout the state. Employers who were asked to participate in the survey were selected from a master employer file of firms doing business in Arizona, using standardized sampling techniques. A sample of establishments employing 4-99 employees and all establishments having 100 or more employees were surveyed. The entire sample was composed of 1,617 firms with a usable response rate of 77 percent. Firms responding accounted for 91 percent of the industry's employment.

Employment Projections

Projecting occupational employment and demand is accomplished in two basic stages. First, total FIRE employment is estimated for the target years. These forecasts are computed using an econometric model driven by forecast values for variables such as national unemployment, interest rates, and industrial production. Staffing pattern ratios, as determined by the OES survey, are then applied to the industry employment projections and represents the second stage of the forecasting methodology.

Job Openings

"Total Job Openings" represents the sum of openings resulting from expansion and replacement during the projection period. Expansion is the numerical difference in employment for a given period. Replacement represents job openings that transpire due to separations from the labor force, i.e., death, retirement, and pregnancy.[1] The "Total Job Openings" column does not account for labor turnover, i.e., openings created when a worker changes jobs, leaving the job to be filled by someone else. These vacancies are generally the largest source of job openings.

Limitations of the Data

The projection method does not account for cyclical, seasonal, and such external factors as sudden discontinuations or initiations of major government programs.

Employment forecasts for the nonmetropolitan counties are based on growth rates developed for the "balance of state" (Arizona less Maricopa and Pima counties) rather than for individual counties.

---

[1] "Tomorrow's Manpower Needs," Supplement No. 4, BLS, 1974, pp. 11-16.

LABOR MARKET INFORMATION PUBLICATIONS
OCCUPATIONAL EMPLOYMENT STATISTICS, 733A
BOX 6123
PHOENIX, ARIZONA 85005

OFFICIAL BUSINESS
Penalty for Private Use
$300

POSTAGE AND FEES PAID
EMPLOYMENT SECURITY MAIL
LAB 441

FIRST CLASS MAIL

Reproduction of this publication for commercial use is prohibited by Section 39-121 Arizona Revised Statutes. Permission to reprint this publication, or parts of it, for nonprofit use may be granted upon written request, if credit will be given citing this publication and the Arizona Department of Economic Security.

This periodical is issued and printed by the Arizona Department of Economic Security as authorized by the Wagner-Peyser Act and is paid out of federal funds granted by the U.S. Department of Labor.

If you do NOT desire to continue receiving this publication, please check here ☐ and return this cover to address above.

If your address has changed, please indicate change and return this cover to the address above.